**Rosa Construction Inc.**  is looking for a part time personal assistant to the CEO. Duties include job site cleanup, job site inspection, miscellaneous hands on items, errands to suppliers or city departments. Flexible hours up to 20 per week. Pay $18-$20 an hour.

Rosa Development is a multi-family project developer with large-scale projects in Bozeman and Belgrade as well as land development projects.

Resume and cover letter can be sent to bethanyrosa@gmail.com